



Republic of the Philippines
Department of Education
REGION VI – Western Visayas
SCHOOLS DIVISION OF SAGAY CITY

JAN 17 2022


DIVISION MEMORANDUM

No. 016, s. 2022

**CLARIFICATION ON DFTC MEMORANDUM NO. 575, s. 2021 RE: IATF VACCINATION
REQUIREMENT FOR PERSONNEL REPORTING ON-SITE BEGINNING 01 DECEMBER 2021**

TO: OIC, Assistant Schools Division Superintendent
Chiefs of CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Administrative Officer V
Unit heads of all Functional Divisions
School Heads of Elementary and Secondary
All others concerned

1. Pursuant to DepEd Task Force COVID-19 (DFTC) Memorandum No. 586 dated December 28, 2021, the field and all functional divisions of this Division is hereby informed of the clarifications on IATF Vaccination Requirement for Personnel reporting on-site starting December 1, 2021.
2. Enclosed is a copy of the said memorandum for reference and information.
3. Wide dissemination of this memorandum is desired.


ARLENE G. BERMEJO, CESO VI
Assistant Schools Division Superintendent
Officer-in-charge
Office of the Schools Division Superintendent

Reference: as stated
To be indicated in the Perpetual Index
under the following subjects:

COVID-19 VACCINATION PERSONNEL

asds/division memo 2021
January 14, 2022



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Republika ng Pilipinas
Kagawaran ng Edukasyon
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DepEd Task Force COVID-19
MEMORANDUM No. 586
28 December 2021

For: **Secretary LEONOR MAGTOLIS BRIONES**
Undersecretaries and Assistant Secretaries
Bureau and Service Directors
Regional Directors and BARMM Education Minister
Schools Division Superintendents
School Heads

Subject: **CLARIFICATIONS ON DTFC MEMORANDUM NO. 575**
TITLED IATF VACCINATION REQUIREMENT FOR
PERSONNEL REPORTING ON-SITE BEGINNING
01 DECEMBER 2021

The DepEd Task Force COVID-19 (DTFC) provides the following clarifications on the **DTFC Memorandum No. 575** titled *IATF Requirement for Personnel Reporting On-Site Beginning 01 December 2021*. The memorandum has been approved by the Secretary for compliance by the offices and personnel concerned.

1. The IATF vaccination/RT-PCR/antigen requirement for onsite personnel, as stipulated in IATF Resolution Nos. 148-B and 149 and as elaborated in DTFC Memorandum No. 575, applies only to "areas where there are sufficient supplies of COVID-19 vaccines *as determined by the National Vaccines Operation Center (NVOC)*" (italics added).

As such, offices and schools have been instructed to coordinate with their respective Regional VOCs and/or Local VOCs to inquire whether there are sufficient supplies of COVID-19 vaccines in their respective areas, as *determined by the NVOC*.

In principle, the IATF requirement cannot be implemented until an area has been *determined by the NVOC* to have sufficient supplies of COVID-19 vaccines.

Per the DTFC's latest coordination with the NVOC, the mechanism to determine whether an area (e.g., an LGU) has sufficient supplies of the COVID-19 vaccines is still being finalized.



Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRMMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City
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2. When and where already implemented, the requirement to present a negative RT-PCR/antigen result shall apply to those who are required to report onsite but are not fully vaccinated, and shall be **at their own expense**, except when they have valid medical reasons (as validated by a DepEd medical officer) and their second dose is not yet due pursuant to the interval prescribed for the brand of vaccine they received as first dose whose tests shall be facilitated or covered by their respective offices.

IATF Resolution No. 149 does not say that “all partially vaccinated employees in the public and private sector tasked to do onsite work need not undergo regular RT-PCR test” per se, but that they need not undergo it “*at their own expense*, as long as their second dose is not yet due pursuant to the interval prescribed for the brand of vaccine received as first dose” (italics added).

Thus, personnel who have acceptable reasons for not being fully vaccinated will still be required to present a negative RT-PCR/antigen result but the testing shall not be at their own expense.

3. In consideration of offices who may not have the capacity to facilitate/cover the expenses for the testing of the said personnel, the existing onsite work capacity requirements based on the Alert Levels may be maximized to place concerned personnel under applicable work arrangements while they are waiting to be fully vaccinated.

At Alert Level II, government agencies are allowed to place up to 20% of its workforce under work-from-home arrangement. Personnel who are not yet fully vaccinated may be placed under such arrangement, while they shall continue to be encouraged to be fully vaccinated, especially in anticipation that LGUs will soon be placed under Alert Level I, where full onsite capacity will already be required for all government agencies and instrumentalities.

4. As indicated in DTFC Memorandum No. 575, all are advised to adhere to the guidance of the Bureau of Human Resource and Organizational Development in handling the attendance records of personnel (e.g., marking as absent, charging to existing leave credits) who may not be able to report onsite due to failure to comply with the vaccination/RT-PCR/antigen requirement.
5. The DTFC also clarifies that its recommendation in DTFC Memorandum No. 575 to impose the same vaccination/RT-PCR/antigen requirement to “visitors who need to enter officer premises for necessary transactions” is in the context of the said visitors sharing the same workspace as the fully vaccinated personnel.

For consistency, if only personnel who are fully vaccinated or who present a negative RT-PCR/antigen result are allowed to report onsite, the same shall be expected of guests who will share the same workspace or have close contact with the onsite personnel.



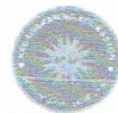
For these instances, the Head of Functional Office or the team designated for COVID-19 response in the office is given the authority to impose such requirement, as deemed necessary. For example, the Central Office (CO) Task Force COVID-19, through the CO Medical Clinic, has long made this a requirement for visitors and guests entering CO premises, even before the IATF issued a similar requirement.

For queries regarding this concern, please contact the DTFC Secretariat, BLSS-SHD, through (02) 8632 9935 or email at medical.nursing@deped.gov.ph.

ALAIN DEL B. PASCUA



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DepEd Task Force COVID-19
MEMORANDUM No. 575
7 December 2021

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DATE: 07 DEC 2021

BY: *[Signature]*

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DEPARTMENT OF EDUCATION
OFFICE OF THE SECRETARY

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For: **Secretary LEONOR MAGTOLIS BRIONES**

Subject: **IATF VACCINATION REQUIREMENT FOR PERSONNEL
REPORTING ON-SITE BEGINNING 01 DECEMBER 2021**

The Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) issued Resolution No. 148-B (**Annex A**), which should have **taken effect on 01 December 2021¹**, provides that "in areas where there are sufficient supplies of COVID-19 vaccines as determined by the National Vaccines Operation Center (NVOC), **all establishments and employers in the public and private sector shall require their eligible employees who are tasked to do on-site work to be vaccinated against COVID-19**. Eligible employees who remain to be unvaccinated may not be terminated solely by reason thereof. However, they shall **be required to undergo RT-PCR tests regularly at their own expense for purposes of on-site work**. Provided that, antigen tests may be resorted to when RT-PCR capacity is insufficient or not immediately available."

The following guidelines are further provided through IATF Resolution No. 149 (**Annex B**):

- In furtherance of IATF Resolution No. 148-B (s. 2021) providing for the implementation of measures to increase demand for COVID-19 vaccinations but except when all the onsite employees/workers of an establishment are required under the Alert Level System Guidelines to be fully vaccinated, all partially vaccinated employees in the public and private sector tasked to do onsite work need not undergo regular RT-PCR test at their own expense, as long as their second dose is not yet due pursuant to the interval prescribed for the brand of vaccine received as first dose.
- To clarify the requirement of regular RT-PCR tests for purposes of onsite work, its frequency shall be construed as that determined by the employer but which should be at least once every two weeks.

¹ After publication in a newspaper of general circulation and/or the Official Gazette



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(Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRMMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO))

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In this regard, the DepEd Task Force COVID-19 (DTFC) recommends the following guidelines, for compliance by the offices and personnel concerned, upon approval of the Secretary:

1. All offices and schools shall ensure compliance with the minimum/required percentage of the workforce that needs to be present on-site, based on the latest guidelines of the IATF accessible at https://iatf.doh.gov.ph/?page_id=77. To date, the latest *Guidelines on the Implementation of Alert Levels System for Covid-19 Response* are as of 18 November 2021, and provide the following:

Alert Level	Provision on Work in Government
Alert Level 5	Areas placed under Alert Level 5 shall observe the guidelines applicable to Enhanced Community Quarantine (ECQ) as provided for under the IATF Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines, as amended. The benefits applicable to ECQ shall be applicable in Alert Level 5. ²
Alert Level 4	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least 40% on-site capacity while applying work-from-home and other flexible work arrangements.
Alert Level 3	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least 60% on-site capacity while applying work-from-home and other flexible work arrangements.
Alert Level 2	Agencies and instrumentalities of the government shall remain to be fully operational and shall adhere to at least 80% on-site capacity while applying work-from-home and other flexible work arrangements.
Alert Level 1	All establishments, persons, or activities, are allowed to operate, work, or be undertaken at full on-site or venue/seating capacity provided it is consistent with minimum public health standards; provided further, that face to face classes for basic education shall be subject to prior approval of the Office of the President.

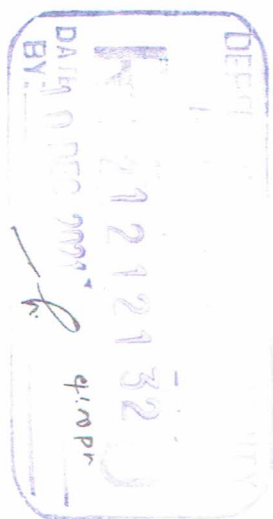
2. Offices and schools shall continue to consider the health status of the personnel (e.g., comorbidities) in determining who will be required to report on-site to comply with the minimum/required percentage of on-site personnel.
3. Consistent with IATF Resolution Nos. 148-B and 149, s. 2021, the following shall be observed in DepEd:
 - a. Offices and schools shall coordinate with their respective Regional VOCs and/or Local VOCs to inquire whether there are sufficient supplies of COVID-19 vaccines in their respective areas, as determined by the NVOC.

² Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines with Amendments as of September 23, 2021: Agencies and instrumentalities of the government shall be fully operational, with a skeleton workforce on-site and the remainder under alternative work arrangements as approved by the head of agency unless a greater on-site capacity is required in agencies providing health and emergency frontline services, laboratory and testing services, border control, or other critical services, in accordance with the relevant rules and regulations issued by the Civil Service Commission (CSC). (As amended by Paragraph B of IATF Resolution no. 106-B, March 28, 2021)

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- i. The IATF vaccination/RT-PCR/antigen requirement for onsite personnel, as stipulated in IATF Resolution Nos. 148-B and 149 and as elaborated in this section, applies only to such areas.
 - ii. The DTFC is coordinating with the NVOC for a centralized reference list of areas where there are sufficient supplies of COVID-19 vaccines and which are covered by the IATF resolutions.
- b. Only personnel who have been fully vaccinated will be allowed to work on-site. They shall be required to present their vaccination cards as proof of vaccination before they are included in the list of personnel allowed to report on-site. Those who have not been vaccinated shall remain under a work-from-home arrangement.
 - c. Personnel who have not been vaccinated, but are eligible, shall continue to be encouraged to be vaccinated, especially if they will soon be required to report on-site.
 - d. If unvaccinated personnel will be required to report on-site, they shall **be required to present a negative result of RT-PCR test undertaken at most 48 hours before the day of reporting, and which shall be valid for up to two weeks from the day of testing³**, unless the personnel develop symptoms, for which they shall stop reporting on-site and proceed to established health protocols.
 - i. When RT-PCR capacity is insufficient or not immediately available, antigen tests may be resorted to.
 - ii. The RT-PCR or antigen test of unvaccinated personnel **who have refused to be vaccinated despite being eligible** for vaccination shall be charged at the personnel's expense.
 - iii. Partially vaccinated personnel required to do onsite work **need not undergo regular RT-PCR test at their own expense, as long as their second dose is not yet due** pursuant to the interval prescribed for the brand of vaccine they received as first dose.
 - iv. Concerned offices and schools are requested to **facilitate/cover the costs of the testing of personnel** who are required to report on-site but cannot be vaccinated because their **second dose is not yet due** pursuant to the interval prescribed for the brand of vaccine they received as first dose or because of **valid medical reasons**.



³ IATF Resolution No. 149 provides: "To clarify the requirement of regular RT-PCR tests for purposes of onsite work, its frequency shall be construed as that determined by the employer but which should be at least once every two weeks."

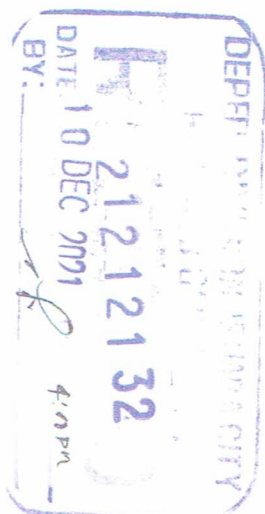


- v. Personnel who have valid medical reasons for not being vaccinated shall present a medical certificate from their attending physician, for validation by the nearest DepEd medical officer⁴. The DepEd medical officer shall monitor the personnel's condition and request the regular updating of their medical certificate, as may be applicable, and ensure that the personnel will be vaccinated when already eligible or cleared.
- e. For consistency, the same requirement—that they are either fully vaccinated or RT-PCR/antigen-negative, as described above—shall be imposed on:
- i. personnel required to travel or attend a work-related face-to-face gathering (e.g., seminar, training, monitoring, workshop, forum, meeting);
 - ii. visitors who need to enter officer premises for necessary transactions;
 - iii. guests who need to join work-related face-to-face gatherings.
- f. The Bureau of Human Resource and Organizational Development (BHROD) is requested to provide guidance on how to handle the attendance records of personnel who cannot be accommodated in office premises, despite being required to report onsite, due to failure to present proof of vaccination or valid negative RT-PCR/antigen test result.
- g. It is reiterated that vaccination remains **not mandatory**, and no personnel who remain to be unvaccinated may be terminated solely by reason thereof.

This is consistent with **Republic Act No. 11525** titled *An Act Establishing the Coronavirus Disease 2019 (COVID-19) Vaccination Program, Expediting the Vaccine Procurement and Administration Process, Providing Funds Therefor, and for Other Purposes*, as cited in **DepEd Memorandum No. 28, s. 2021** titled *Comprehensive Guidance on the Participation of the Department of Education in the Implementation of the Philippine National Deployment and Vaccination Plan for COVID-19 Vaccines*.

4. All concerned units at the Central Office and the field offices, including the BHROD, the Central Office Task Force COVID-19, and the Composite Team in charge of the pilot implementation of face-to-face classes, are requested to provide necessary guidance or update existing guidelines as may be needed to comply with this memorandum and the cited national issuances.

⁴ In case the SDO does not have a medical officer, the medical officer from the Regional Office (RO) may validate the medical certificate. In case both the SDO and the RO do not have a medical officer, the medical officer from nearby SDO may validate the medical certificate.



5. In case of changes to national issuances which became the bases for this memorandum, such changes will be automatically honored.

For queries regarding this concern, please contact the DTFC Secretariat, BLSS-SHD, through (02) 8632 9935 or email at medical.nursing@deped.gov.ph.

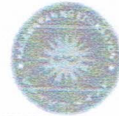
For the consideration and approval of the Secretary.


ALAIN DEL B. PASCUA

Undersecretary
Chairperson, DepEd Task Force COVID-19



cc: Undersecretaries and Assistant Secretaries
Bureau and Service Directors
Regional Directors and BARMM Education Minister
Schools Division Superintendents
School Heads



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